

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING BOARD**

Tuesday, May 6, 2025

2:00 p.m. – 5:00 p.m.

Meeting Minutes

Members in Attendance	PCCD Staff
Angeline Brown	Kathy Clarke
David Glass	Theresa Ford
Michael J. Koury Jr.	Alison Gantz
Brandon Neuman	Heather Hewitt
Jody S. Smith	Doug Hummel
Jason Tarap	Dorthey Jacobelli
Ed Walker	Don Numer
Clinton J. Walters	Debra Sandifer
	Ekaterina Schull
	Jackie Weaknecht
	Deb Williams
Members Absent	Guests
Stephanie Jirard	Anthony Luongo, Temple University
Barry Howe	Dave Adams, Temple University
	Stephen Shelow, PSU-JASI
	Dave White, PSU-JASI
	Sheriff Francis Levindoski
	Sheriff Daniel Zeigler
	Sheriff Brian Szumski
	Sheriff Michael Slupe
	Sheriff Robert Wolfe
	Mitchell Kaehler

I. Call to Order

Chairperson Smith called the meeting to order at 2:00 p.m. and a quorum was established. Mr. Hummel, PCCD, informed everyone that the meeting was being recorded.

II. Action Items

- **Approval of February 4, 2025 Minutes**

A motion to approve the February 4, 2025, meeting minutes was made by Deputy Walker and seconded by Chairperson Smith. The motion passed unanimously.

- **Fiscal Report**

Ms. Shull, PCCD, reviewed the third-quarter fiscal report for the 2024-2025 state fiscal year, covering the period ending March 31, 2025. The balance carried over from the previous year was \$4,828,174.56. Fee collections as of March 31, 2025, totaled \$6,239,603.40, bringing the total available funds to \$11,067,777.96. Total expenditures as of March 31, 2025, amounted to \$4,155,947.83, which included \$1,273,893.42 in reimbursements to counties. The total expenditures and commitments reached \$10,679,869.01, including \$536,602.32 in administrative expenses, with details available on page 14 of the meeting packet. The uncommitted balance as of March 31, 2025, was \$387,908.95.

Mr. Numer reported that during prior meetings, concerns were raised about the timeliness of invoice submissions from Temple University. This issue has been addressed, but there are still contracts from previous years that have not been closed because invoices still need to be submitted, processed, and paid. The Commonwealth Treasury recently returned several invoices, with requests for additional information, which has further slowed the payment process.

There was no discussion regarding the fiscal report. Deputy Walker made a motion to approve the third-quarter fiscal report for the state fiscal year 2024-2025, covering the period ending March 31, 2025, which was seconded by Commissioner Glass. The motion passed unanimously.

III. Training Supervisor's Report

Mr. Numer introduced Sheriff Clinton Walters, Bradford County. He was recently appointed as a board member to replace former Sheriff Eric Weaknecht, who was elected as a state representative. Senior leadership positions have changed within the PCCD. He introduced Ms. Jackie Weaknecht and Ms. Kathy Clarke. Ms. Weaknecht is the Director of the Office of Justice Programs. Ms. Clarke serves as a Deputy Director for the Office of Justice Programs. Ms. Weaknecht and Ms. Clarke are former deputy sheriffs. Ms. Kirsten Kenyon has been named Executive Director of PCCD, succeeding Mr. Michael Pennington.

Mr. Numer reported that approximately \$6.3 million has been disbursed for county reimbursements. An additional \$1 million is currently being processed, covering reimbursement requests submitted between October 1, 2021, and January 31, 2022. Approximately \$7.4 million remains owed to the counties for previously submitted invoices. PCCD fiscal and program staff will continue evaluating the feasibility of issuing further payments. For fiscal year 2024-2025, reimbursements of \$2.5 million are planned, with the potential of additional distributions if supported by revenue collections. Fee collections continue to trend upward, with collections for the current fiscal year at \$6.24 million.

Mr. Numer provided an update on basic training. Graduation for class B-25-01 will be held on May 16, 2025. Thirty-six deputies will be certified, and three others will return to make up missed training with the next academy class. Class B-25-02 began on April 14, 2025 with 40 deputies. The class now has 38 attending as the result of one being removed by a county and the other failing two subjects, causing his dismissal. Graduation for class B-25-02 is August 22, 2025. Class B-25-03 will begin on July 14, 2025, and 40 deputies are enrolled, with an additional 38 deputies on the waitlist. The academy physical fitness entrance test is scheduled for June 23, 2025. The 40 enrolled deputies and the top 20 enrolled on the waitlist will be invited to attempt the physical fitness entrance test.

The first of three waiver trainings ended on April 11, 2025. The next waiver class is scheduled for June 2, 2025 and has 19 registered for the class. The last waiver class for 2025 will be held from October 6, 2025 through October 10, 2025.

Mr. Numer reported that 1,130 (60%) deputies of the 1,897 registered deputies, completed this year's online continuing education training. This is a higher completion rate as compared to previous years.

The Firearms Instructor Certification class will be held from May 19, 2025 through May 23, 2025 and has 15 deputies enrolled. The Patrol Rifle Instructor Certification class is scheduled from August 25, 2025 through August 29, 2025. The Firearms and Patrol Rifle Instructor Re-Certification class is scheduled for September 16, 2025 through September 18, 2025.

Chairperson Smith suggested that the workgroup discuss ways to maximize attendance at basic training. Mr. Numer stated that we have had 40 deputies start the last few academy classes and some may not show-up, are removed by the sheriffs, or are dismissed. Staff has deputies on "stand-by" in the event a deputy does not show up for the start of the academy. We have not added deputies after the first or second day of class because they miss too much course material. Class B-25-02 is in the fourth week of training and we have 38 deputies. One deputy was removed by his sheriff in week three and another deputy was dismissed this week for failing subjects. It is not an option to add deputies this far along in the training program. Chairperson Smith stated that we need to discuss possible solutions to maximize full enrollment.

Mr. Numer provided an update on the recommended changes to the Board Policy. The policy needs to consider liability of the Board and Commission based on what the Board approves. The Training Act is specific in that actions of the Board are contingent on the

review and approval of the Commission. Last year, the Board explored ways to allow sheriffs to work deputies that have not been able to enroll deputies in training because of a lack of available training slots. The recommendation was to require sheriffs to submit a time extension request with supporting documentation that identifies the duties of the deputy and the training and/or experience the deputy has completed to justify continued service in the requested limited duty capacity. It was determined that the recommended policy change creates a liability issue for the Board and the Commission. Many sheriffs have been aware of the potential policy change and have submitted time extensions to work deputies in a limited duty capacity.

The current policy does not allow for limited duty time extensions. The current policy was approved by the Commission and any deviation from the policy would need to be approved by the Commission. The four time extension requests on the agenda were originally submitted requesting the deputies to continue serving in a limited duty capacity. Since these extension requests were not in accordance with policy, the sheriffs were contacted, and the requests were revised to request continued service in an administrative capacity. Administrative duty is permitted by current policy. Mr. Numer noted that a workgroup will convene to explore potential policy changes aimed at reducing liability for both the Board and Commission.

Chairperson Smith asked if there was any discussion related to Mr. Numer's report. Deputy Tarap asked for clarification of administrative duties. Mr. Numer explained that administrative duties allow a sheriff to keep a deputy on the payroll, but for the deputy to serve in a non-uniformed, un-armed, civilian capacity.

IV. Time Extension Requests

Chairperson Smith stated that we would proceed to review the time extensions, excluding the extensions submitted for Deputies Miles, Levenduski, Zaengle, and Thew. Judge Koury exited the meeting.

Mr. Hummel reviewed the following time extension requests:

- **Deputy Matthew Fuzie** – Submitted by Sheriff Wayne Emerick of Bedford County. The request sought approval for Deputy Fuzie to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Fuzie is currently attending the Basic Training Academy with class B-25-02, which is scheduled to graduate on August 22, 2025.
- **Deputy Christian Snook** – Submitted by Sheriff Joshua Stimeling of Juniata County. The request sought approval for Deputy Snook to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Snook is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.

- **Deputy Samuel Ewing** – Submitted by Sheriff Brian Szumski of Luzerne County. The request sought approval for Deputy Ewing to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Ewing is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.
- **Deputy Ryan Welsh** – Submitted by Sheriff Brian Szumski of Luzerne County. The request sought approval for Deputy Welsh to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Welsh is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.
- **Deputy Joseph Buccini** – Submitted by Sheriff Timothy Callahan of Mercer County. The request sought approval for Deputy Buccini to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Buccini is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.
- **Deputy Jorge Adames** – Submitted by Sheriff Sean Kilkenny of Montgomery County. The request sought approval for Deputy Adames to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Adames is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.
- **Deputy Rick Siegal** – Submitted by Sheriff Sean Kilkenny of Montgomery County. The request sought approval for Deputy Siegal to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Siegal is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.
- **Deputy Paul Young** – Submitted by Sheriff Richard Keuerleber of York County. The request sought approval for Deputy Young to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Young is currently attending the Basic Training Academy with class B-25-01, which is scheduled to graduate on May 16, 2025.

- **Deputy Kevin Reynolds** – Submitted by Sheriff Chris Campanelli of Erie County. The request sought approval for Deputy Reynolds to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Reynolds failed the academy entrance physical fitness test on March 31, 2025 for class B-25-02. He is currently enrolled in class B-25-03 from July 14, 2025 to November 21, 2025 and will attempt the entrance fitness test on June 23, 2025.
- **Deputy Benjamin Lloyd** – Submitted by Sheriff Richard Keuerleber of York County. The request sought approval for Deputy Lloyd to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Lloyd failed the academy entrance physical fitness test on March 31, 2025 for class B-25-02. He is currently enrolled on the waitlist for class B-25-03 from July 14, 2025 to November 21, 2025 and will attempt the entrance fitness test on June 23, 2025.

Sheriff Walters made a motion to approve the time extension requests, the motion was seconded by Deputy Tarap. There was no further discussion, and the motion passed with the following votes:

Voting Aye: 6 Voting Nay: 0 Abstentions: Walker

- **Deputy Mitchell Miles** – Submitted by Sheriff Perry Quahliero of Lawrence County. The request sought approval for Deputy Miles to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. He is currently enrolled in class B-25-03 from July 14, 2025 to November 21, 2025 and will attempt the entrance fitness test on June 23, 2025. Chairperson Smith asked if any representative from Lawrence County was attending the meeting and if any written documentation was submitted with the original request to work Deputy Miles in a limited duty capacity. Lawrence County was not in attendance at the meeting and no documentation was submitted to support a request for limit duty service.

Sheriff Walters made a motion to approve the time extension request for Deputy Miles to serve in an administrative capacity. Lt. Brown seconded the motion. There was no further discussion, and the motion passed unanimously.

- **Deputy Francis Levenduski** – Submitted by Sheriff Michael Slupe of Butler County. The request sought approval for Deputy Levenduski to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Levenduski was previously approved for a partial training waiver. He completed the waiver training program and is currently attending training with Basic Training class B-25-02. He is scheduled to complete the requirements for certification on August 14, 2025. Sheriff Michael Slupe requested the ability to have Deputy Levenduski continue serving as a deputy sheriff. Deputy Levenduski

previously worked in York County and was not scheduled for training. He used over ten months of employment prior to being hired in Butler County. The Board previously approved a partial training waiver for his completion of the Veterans Affairs law enforcement training program.

Deputy Tarap made a motion to approve the time extension request for Deputy Levenduski to serve in full duty capacity. Lt. Brown seconded the motion. There was no further discussion and the motion passed unanimously. Ms. Clarke stated that since the approved motion was not in accordance with policy, this action will need the review and approval of the Commission at the June 2025 meeting.

- **Deputy Ryan Zaengle** – Submitted by Sheriff Daniel Zeigler of Carbon County. The request sought approval for Deputy Zaengle to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. He is currently enrolled in class B-25-03 from July 14, 2025 to November 21, 2025 and will attempt the entrance fitness test on June 23, 2025.

Chairperson Smith made a motion to approve the time extension request for Deputy Zaengle to serve in full duty capacity. Deputy Walker seconded the motion. There was no further discussion and the motion passed unanimously. This approved motion will need to be reviewed and approved by the Commission at the June meeting.

- **Deputy Thomas Thew** – Submitted by Sheriff Robert Wolfe of Northumberland County. The request sought approval for Deputy Thew to continue employment and serve in an administrative, non-uniformed, and unarmed capacity until he completes the required training for certification. Deputy Thew failed the academy entrance physical fitness test on December 3, 2024 for class B-25-01. He is currently enrolled in class B-25-03 from July 14, 2025 to November 21, 2025 and will attempt the entrance fitness test on June 23, 2025. Sheriff Wolfe was in attendance and stated that his original request was for Deputy Thew to serve in a limited duty capacity. Chairperson Smith asked if Deputy Thew had any prior law enforcement experience. Sheriff Wolfe stated that he was a security guard for the county.

Sheriff Smith made a motion to approve the time extension request for Deputy Thew to serve in an administrative capacity. Sheriff Walters seconded the motion. There was no further discussion, and the motion passed unanimously.

V. Training Waiver Requests

Mr. Hummel reviewed the partial training waiver request submitted by Sheriff Wayne Emerick, Bedford County. Sheriff Emerick requested a partial training waiver for Deputy Sheriff Todd Kifer. Deputy Kifer completed the State of Maryland Police and Correctional Training Commissions' Entry Level Police Academy on May 10, 2024. He was appointed as a police officer for the Hagerstown, Maryland Police Department on May 9, 2024.

Based on his training and experience, staff recommended a training waiver for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 6, Security (Rapid Deployment); Module 7, Deputy Safety; Module 8, Investigations; Module 9, Emergency Services; and Module 10, Competency Training. Deputy Kifer would be required to complete the following subjects: Module #1 Law (168 hours) and Module #6 Security (48 hours).

Mr. Hummel reviewed the partial training waiver request submitted by Sheriff Michael Slupe, Butler County. Sheriff Slupe requested a partial training waiver for Deputy Sheriff Dennis Traupman Jr. Deputy Traupman was employed as a Law Enforcement Deputy with the Sarasota County, Florida, Sheriff's Office, from September 6, 2021 to February 27, 2025. He completed the State of Florida, Department of Corrections, Correctional Officer Basic Training Program on December 8, 2014. Deputy Traupman completed the State of Florida's Crossover Training from Correctional Officer to Law Enforcement Officer Program on June 4, 2021.

Based on his training and experience, staff recommended a training waiver for the following subjects: Module 2, Professional Development; Module 3, Physical Training; Module 4, Firearms; Module 5, Defensive Tactics; Module 6, Security (Rapid Deployment); Module 7, Deputy Safety; Module 8, Investigations; Module 9, Emergency Services; and Module 10, Competency Training. Deputy Traupman would be required to complete the following subjects: Module #1 Law (168 hours) and Module #6 Security (48 hours).

Deputy Tarap made a motion to approve the partial training waiver requests. Deputy Walker seconded the motion. There was no further discussion and the motion passed unanimously.

VI. Instructor Applications

Mr. Hummel reviewed the instructor applications for Mr. Alex Crown, Mr. Timothy Hardner, Mr. Ryan Hendrick, Mr. Todd Lindsay, and Mr. Gary Whiteman, submitted by Penn State University. The request was to certify Mr. Crown to instruct Defensive Tactics, Security, and Deputy Safety; Mr. Hardner for Firearms and Defensive Tactics; Mr. Hendrick for Emergency Vehicle Operations; Mr. Lindsay for Firearms; and Mr. Whiteman for Law and Professional Development.

Sheriff Walters made a motion to certify the instructors for the subjects presented. Deputy Walker seconded the motion. There was no further discussion and the motion passed with the following votes:

Voting Aye: 6 Voting Nay: 0 Abstentions: Smith

VII. Training Reports

- **Training Supervisor Approvals**

Mr. Hummel reviewed the time extension requests that were approved by the program supervisor. This was for informational purposes and did not require Board action.

Mr. Hummel reviewed the Partial Training Waiver Applications that were approved by the program supervisor. These waivers were in accordance with the Training Policy. This was for informational purposes and did not require Board action.

- **Training Delivery Reports**

Dave White, from Penn State University, delivered the Basic Training report. He reported that graduation for class B-25-01 will be May 16, 2025, at 11:00 a.m., at the Penn Stater Hotel and Conference Center. Thirty-eight deputies will participate in the graduation. Class B-25-02 is in week four of training. The academy entrance physical fitness test for class B-25-03 is scheduled for June 23, 2025.

Tony Luongo, from Temple University, provided updates on continuing education and curriculum development. He reported that curriculum for the 2026 continuing education training is being developed. The subjects include: Written Communication, Overcoming Bias, Drug Identification, and Legal Updates. Mr. Luongo reported that the basic training curriculum student materials have been successfully uploaded to the Temple Canvas learning management system. Mr. Numer added that all basic training students have been issued Chromebook laptops to access the academy curriculum electronically. This use of Chromebooks has resulted in cost savings by eliminating printing expenses and will be reused by multiple classes.

- **Other Business and Public Voice**

Chairperson Smith announced that the next Board meeting was scheduled for August 5, 2025 at 2 pm, at PCCD and via Teams video conferencing. Sheriff Walters made a motion to adjourn the meeting. Deputy Tarap seconded the motion and the motion passed unanimously.